



State Library of Massachusetts - Special Collections Department

Ms. Coll. 25

Governor's Advisory Committee on Modernization of the Executive Branch Records, 1968-1973: Guide

COLLECTION SUMMARY

Creator: Massachusetts. Governor's Advisory Committee on Modernization of the Executive Branch.

Call Number: Ms. Coll. 25

Extent: 3 boxes (1 linear foot)

Preferred Citation Style: *Folder Title, Box Number #.* Ms.Coll. 25. State Library of Massachusetts Special Collections.

About This Finding Aid: Description based on DACS.

Processed by: Finding aid prepared by Marc Widershien, January 7, 1987. Updated by Abigail Cramer, March, 2012.

Abstract: This collection documents the activities of the Governor's Advisory Committee in its efforts to assess the Executive Branch of the state government and make recommendations for streamlining it.

SCOPE AND CONTENT

Materials in this collection date from 1968 to 1973. The major portion of the collection is comprised of material generated by the Office of Planning and Program Coordination, the Modernization Systems Unit, and the Governor's Advisory Committee on Modernization of the Executive Branch.

The Office of Planning and Program Coordination materials include its study of various state agencies, including agency placement recommendations. Modernization Systems Unit materials include information regarding the implementation of H.5202 (legislation intended to revise the State government's Executive Branch into nine secretariats). Governor's Advisory Committee materials include meeting minutes and reports to the Advisory Committee from the Office of Planning and Program Coordination. The collection also includes statements and testimony relating to H.5202 of 1969 and information about cabinet secretariats.

HISTORICAL NOTE

In December, 1968, the Office of Planning and Program Coordination, within the Executive Office for Administration and Finance, submitted a report to Governor John Volpe, the purpose of which was to make recommendations to streamline the state government as part of a statewide plan to establish a cabinet system. There were 173 existing units in the Executive Branch, and the intent was to create nine new cabinet offices.

In 1968, Governor Volpe and Lieutenant Governor Sargent announced the members of the Governor's Advisory Committee on Modernization of the Executive Branch. Originally, the twelve members of the Advisory Committee were drawn from business, education and civic communities. Additional appointments were made by the new Governor, Francis W. Sargent, by Senate President Maurice Donahue, and by House Speaker David Bartley, including six members of the General Court and representation of additional groups such as employees of the state, agency heads, and others.

The Committee's work included the following: defining its objectives, establishing guiding policies, analyzing each agency and its place within the larger governmental structure, and analyzing staffing needs for implementation. The Committee met twice a week from January through April 1969, and the Office of Planning and Program Coordination analyzed and interviewed each agency separately. The nine Executive Offices established were (in alphabetical order): Administration and Finance, Communities and Development, Consumer Affairs, Educational Affairs, Environmental Affairs, Human Services, Manpower Affairs, Public Safety, and Transportation and Construction. Each major executive office had agencies under its control; see "Modernization of Government of the Commonwealth of Massachusetts" as enacted in 1969 (folder 1).

The draft legislation, which was intended to revise the Executive Branch into nine secretariats, was numbered H.5202 of 1969 and was referred to the Joint Rules Committee that includes the majority and minority leadership of both the House and Senate as well as a broad range of

experienced legislators. Some detailed changes were made. Both branches of the General Court approved the bill in its final form, S.1513 of 1969. Governor Sargent signed the legislation on August 15, 1969.

In advance of the final passage of the bill, the Legislature appropriated \$600,000 in fiscal year 1970 to Administration and Finance for the purpose of facilitating effective operational ability of the new secretaries when they took office in 1971. The Modernization Systems Unit, formed within the Office of Planning and Program Coordination, was asked to develop a program-oriented budget system, utilizing the cost-identification capability of the State's new financial information system and program analysis techniques to be developed with the agencies concerned and within the Bureau of the Budget.

ADMINISTRATIVE INFORMATION

Arrangement

The materials in this collection are arranged chronologically.

Conditions Governing Access

This collection is open for research during the Special Collections Department's regular hours.

Conditions Governing Reproduction and Use

Copyright restrictions may apply. Requests for permission to publish material from this collection should be discussed with Special Collections staff.

Languages and Scripts

The materials are entirely in English.

Container List

Box #	Folder #	Folder Title	Date
1	1	Modernization of the Government of the Commonwealth of Massachusetts: Reports	1968, 1969
1	2	Advisory Committee: Minutes	January-April, 1969
1	3	Office of Planning and Program Coordination: Annual Report	1968

1	4	Report and memo from Robert C. Casselman	1969
1	5	Environmental Affairs Reorganization	1969
1	6	Agency Placement Recommendations: Communities and Development, Educational Affairs, Public Health, Human Services, Manpower Affairs, Planning Council, Public Safety, Transportation and Construction, Criminal Justice	1969
1	7	Consumer Affairs Summary for Advisory Committee	1969
1	8	Cabinet Office Staff Description: Report	1969
1	9	Human Service Recommendations	1969
1	10	Cabinet Secretaries' Tasks and Staffing Needs: Report	1969
1	11	Joint Rules Committee: Hearing Statements (H.5202 of 1969)	1969
1	12	Greater Boston Chamber of Commerce: Report, Correspondence, Resolution, etc.	1969
1	13	Agency Placement Recommendations: Summary	1969
2	14	Information Systems Project: Reports and Description	1970, 1971
2	15	Staffing Pattern and Cost Recommendations for FY1971 and FY1972	1970
2	16	Human Services Delivery Project	1970
2	17	Preparation for Cabinet Secretariat: Draft Report	1970
2	18	Status of Programs in Department of Public Health (Mental Health, Public Welfare, Youth Services, etc.)	1970
2	19	Secretary of Educational Affairs: Report	1970
2	20	Secretariats: Proposed Position Specifications	1971

2	21	Cabinet System Installation (costs and staffing)	1971
2	22	Cabinet Plans and Costs (FY1971-1972) Job Descriptions, Staffing Rules and Costs Estimates	1971
2	23	Reorganization Plan for Consumer Affairs Agencies: Press Release and Report	1973
2	24	Transportation and Constructions Reorganization Fact Sheet and Report	1973
2	25	Public Safety Reorganization Plan	1973
2	26	Environmental Affairs Reorganization Plan	1973
2	27	Manpower Affairs Reorganization Plan	1973
3	28	Administration and Finance Reorganization Plan	1973
3	29	Communities and Development Reorganization Plan	1973
3	30	Educational Affairs Reorganization Plan	1973
3	31	Elder Affairs Reorganization Plan	1973
3	32	Human Services Reorganization: Documents	1973
3	33	"No Tax Reorganization Budget"	1973
3	34	Reorganization Position Changes Documents	1973
3	35	Press Releases	January-March 1973
3	36	Correspondence and Memos (Miscellaneous)	1969-1973